



MINUTES

January Board Meeting

January 3, 2017

9:00 AM – 5:00 PM CST

MINUTES

JANUARY 3, 2017

9:00AM

IN NEW ORLEANS

MEETING CALLED BY	President, Caleb Chapman
TYPE OF MEETING	Bi-annual Board of Directors Meeting
NOTE TAKER	Secretary, Sharon Burch
ATTENDEES	President, Caleb Chapman; President-Elect, Todd Stoll; Immediate Past President, Bob Sinicrope; Vice President, Bob Breithaupt; Secretary, Sharon Burch; Treasurer, Tim Fellow; Past President, Mary Jo Papich; Diane Chandler-Marshall, Rick Drumm, Dan Flores, Dan Gregerman, Monika Herzig, Francisco Torres, Greg Yasinitsky (Kirk Whalum's flight was delayed on return trip from Japan.)

Agenda

9:00-9:10AM

CURRENT MEMBERSHIP REPORT

CALEB CHAPMAN, PRESIDENT

DISCUSSION	2062 Membership Goal for January 1, 2017 2075 Current Membership as of January 1, 2017		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Double our membership to 4000 by January 1, 2018	Board and members	1-1-2018	

9:10-9:45AM

PRESIDENT'S INITIATIVES UPDATE

CALEB CHAPMAN, PRESIDENT

DISCUSSION	<ol style="list-style-type: none"> 1. Membership Goal: Increase membership to 4,000 by 2018 <ul style="list-style-type: none"> • Continue to increase membership. • Enlist 250 new members by the end of the 2017 conference 2. Launch new website 3. Introduce Area Units & Education Chapters 4. Hire managing director 5. Regional Conferences 6. Create Policies & Procedures for organization 		
ACTION ITEMS			
Board members - conference contest - who can sign up the most new members by the end of the conference?	Board Members Deadline: Saturday at 1:30am		

10:10-10:30AM

STRATEGIC PLAN SPECIAL COMMITTEE REPORT

BOB SINICROPE, CHAIR

DISCUSSION	Bob Sinicrope, Strategic Plan Special Committee Chair, shared the proposed changes from the 2013-2016 Strategic Plan to the 2017-2020 Strategic Plan. See JENI link for details: 2013-2016 Strategic Plan with proposed changes for 2017-2020 Strategic Plan	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Breakout sessions at lunch to discuss.	Assigned Board of Directors	

10:30AM-11:00AM

STRATEGIC PLAN BREAKOUT SESSIONS

BOARD MEMBERS, CHAIR

DISCUSSION	<ul style="list-style-type: none"> ● Objective 1 - Regional, Area, Units ● Formulate a Diversity Statement for JEN ● JEN's position and statement on Jazz and what is jazz
CONCLUSIONS	<ul style="list-style-type: none"> ● Agreed that Regional chapters are needed. We will move forward with implementation. <ul style="list-style-type: none"> ○ Regional chapters will be underneath the Education Committee governance structure. ● Diversity statement was created and proposed for adoption. <ul style="list-style-type: none"> ○ Question about diversity included in the selection process. ○ Suggestion to have a selection committee of diverse background. ○ Suggestion to add diversity checkpoints in the selection point. ○ Important to be a diverse <p>Diversity statement addressed and encompassed JEN's statement on jazz.</p> <p>Thank you to Bob Sinicrope for his work.</p> <p>Mary Jo Papich moved to accept the 2017-2020 Strategic Plan as Proposed. Caleb Chapman seconded the motion. The motion passed.</p>

11:00AM-11:15AM

WOMEN IN JAZZ

NATALIE BOEYINK, CHAIR

	<p>The Women in Jazz Committee key initiatives for 2017 are:</p> <ol style="list-style-type: none"> 1) Increase female instrumentalist participation in JEN. 2) Support the development of female jazz instrumentalists. 3) Share positive messages about being an instrumental jazz woman. <p>2017 January Women in Jazz Report</p> <p>2017 WIJ committee meeting dates:</p>
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<p>January 7 @ noon (during conference) April 23 - TBA teleconference July 9 - TBA teleconference October 23 - TBA teleconference</p> <p>Todd Stoll made a motion to accept the report.</p> <p>Tim Fellow seconded the motion.</p> <p>Motion passed.</p>
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11:15AM-11:30AM

JENI UPDATES & INFORMATION

SHARON BURCH, SECRETARY

<p>Profile updates including correct email and phone</p> <ul style="list-style-type: none"> • Page access & notifications update. • COMMITTEE ROSTER UPDATES: https://docs.google.com/spreadsheets/d/1Sm8rCEmX6hIKb5_A9SgfSy3MtFBCCv87d34dQz7N6bk/edit#gid=0 <p>Governance Structure Updates: https://jazzednet.papyrs.com/Governance-Structure</p>
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11:30AM-12:00PM

PERSONNEL COMMITTEE REPORT

RICK DRUMM, CHAIR

DISCUSSION	Position - Conference Coordinator - Lou Fischer Compensation: Salary increase from \$31,000 to \$36,000	
Motion by Rick Drumm to accept the Personnel Committee Report Seconded by Mary Jo Papich Motion passed.		
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Increase the conference coordinator salary	Tim Fellow	Immediately

12:00--2:00PM

LUNCH MEETINGS

LUNCH MEETINGS	PERSON RESPONSIBLE	PLACE
Nominating Committee	Todd Stoll	
JEN Peer-reviewed online journal	Monika Herzig	

2:00PM-2:30PM

MARKETING COMMITTEE REPORT

STEVE NIGOHOSIAN, MARKETING,

DISCUSSION	JEN Marketing Committee Report	
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DISCUSSION	<p>Key Initiative #1: Establish Foundation and Corporate Funding Key Initiative #2: Expand and Establish Individual Donor and Outreach Resources Key Initiative #3: Establish Interactive Development Webpage and Social Media Outreach & Cultivation</p> <p>Detailed 2017 January Development Report</p> <p>Next Meeting: Conference, January 6, 11AM (2017 Meeting Schedule to be re-identified during January 6 meeting.)</p> <p>Tim Fellow made a motion to accept the report.</p> <p>Sharon Burch seconded the motion.</p> <p>Motion passed.</p>	
	CONCLUSIONS	
	ACTION ITEMS	PERSON RESPONSIBLE
Scholarship Concert and a fund drive will be held Friday and Saturday of the conference to earn money for scholarships and educational programs.	Michael Shirtz	

3:15--3:45PM

2020 CONFERENCE LOCATION AND SCHEDULE OPTIONS

CALEB CHAPMAN, PRESIDENT

DISCUSSION	<p>Lou Fischer and/or Mike Shirtz available for details and Q & A. https://jazzednet.papyrs.com/2020-Proposal</p> <p>JEN is contracted to return to the New Orleans Hyatt Regency in 2020. However, we have been asked by the Hyatt to move our conference dates a week earlier as the NCAA has decided to host the National Championship Football Game the SAME weekend as we are scheduled to be there in the Superdome, adjacent to the Hyatt Regency. The NCAA requires use of all event space in the Hyatt and the Superdome, and will occupy hotels city wide. It is guaranteed that hotel costs around the city will jump, airfares will skyrocket, and restaurants will be impossible to get into; plus pricing will probably increase.</p>
	<p>With that being said, the EC has been advised of this situation and does not feel comfortable in considering a move any time earlier given the New Year's Day holiday on Wednesday, January 1, 2020. This would mean rotating our scheduled conference dates to accommodate a two-day setup and one day dismantle in time to be out of the hotel in time for the NCAA move in, e.g. it is not feasible to run our conference from Saturday to Tuesday. As advised by HPN, the Hyatt Regency New Orleans is technically in breach of our contract in that we are being asked to move to accommodate the NCAA. They have offered a buyout to remain if we agree to move the dates. Again this does not appear to be a viable option for JEN. The EC charged that we begin working with our conference location finder firm, Hospitality Provider Network (HPN), and representative Casey Kruer to search for options JEN might have in 2020 in other cities.</p> <p>Our Recommendation:</p>

	<p>We collectively recommend to the Board that we be granted approval to proceed with negotiations to: (1) invalidate the 2020 Contract based on the breach by the New Orleans Hyatt, and (2) begin the negotiations to lock up 2020 in Birmingham, AL. JEN Birmingham 2020 Site Proposal</p> <p>Sharon Burch made a motion to accept the report.</p> <p>Tim Fellow seconded the motion.</p> <p>Motion passed.</p>
CONCLUSIONS	<p>Bob Sinicrope made a motion to accept the proposal as submitted by Lou Fischer, Conference Coordinator.</p>

3:45PM-4:00PM

CHANGE CONFERENCE COMP BADGE POLICY

CALEB CHAPMAN, PRESIDENT

DISCUSSION	<p>Lou Fischer and/or Mike Shirtz available for details and Q & A. Currently: 2 badges per exhibitor booth included in exhibitor fee. 2 additional badges may be purchased at a discounted rate of \$50 each.</p> <p>Proposal: I recommend the Board consider approving adding an incentive of additional badges equal to 1 + 1 badge beyond the established allotment per booth or table for every 5 year increments of continuous paid exhibiting. Example: 5+ years continuous paid exhibiting = 1 extra badge + 1 extra additional ex badge purchase allowed beyond the established allotment per booth or table 10+ years continuous paid exhibiting = 2 extra badges + 2 extra additional ex badge purchases allowed beyond the established allotment per booth or table (Monitoring to be in Exhibitors History document by Conference Coordinator) This would serve as an Incentive Perk to those exhibitors that have been with JEN the longest and continue to exhibit with JEN.</p> <p>PART TWO: Change to Spouse/Domestic Partner Requirement (Tabled until Tuesday) •I recommend the Board consider approving a change to allow a Spouse/Domestic Partner Badge be changed to purchasable by any "registered" attendant. Currently it is established policy that Membership is required. The fact is we do sell Spouse/Domestic Partner badges on site to registered attendees that are performing/presenting that are not members of JEN.</p>
CONCLUSIONS	<p>Bob Breithaupt made a motion to accept the proposal. Seconded by Bob Sinicrope.</p> <p>Discussion Questions: Todd Stoll - How does this compare to other similar organizations?</p> <p>Bob Breithaupt amended the motion as follows:</p> <p>Amended Proposal: Beginning in 2018 all exhibitors will receive 4 badges per booth with the ability to purchase two additional badges at \$50 each.</p> <p>In addition, add an incentive of additional badges equal to 1 + 1 badge beyond the established allotment per booth or table for every 5 year increments of continuous paid exhibiting.</p>

Example:

5+ years continuous paid exhibiting = 1 extra badge + 1 extra additional ex badge purchase allowed beyond the established allotment per booth or table

10+ years continuous paid exhibiting = 2 extra badges + 2 extra additional ex badge purchases allowed beyond the established allotment per booth or table

(Monitoring to be in Exhibitors History document by Conference Coordinator)

This would serve as an Incentive Perk to those exhibitors that have been with JEN the longest and continue to exhibit with JEN.

Bob Sinicrope seconded the motion.

The motion passed.

Dan Gregerman made a motion President, V. President, President Elect and Immediate Past

President are authorized to give complimentary badges as deemed beneficial for the purposes of JEN.

Monika Herzig seconded the motion.

The motion passed.

Meeting adjourned until Wednesday, January 4, 2017.